

AGENDA
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY
Main Library, Garnerville, N. Y.
Tuesday, August 14, 2012
7:30 p.m.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. RECEPTION OF VISITORS
- IV. MINUTES
- V. COMMUNICATIONS
- VI. FINANCIAL REPORTS
- VII. DIRECTOR'S REPORT
- VIII. COMMITTEE REPORTS
 - a. Personnel –Sonia Burgos Crannage and Stephen Cobb, Co-Chairs
 - b. Policy Review – Patricia Soto, Chair
 - c. Building & Grounds – Stephen Cobb & Bernadette Koop, Co- Chairs
 - d. Budget - Gail Kaiser, Chair
- IX. OLD BUSINESS
- X. NEW BUSINESS
- XI. ADJOURNMENT



MINUTES
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY
BOARD MEETING
Main Library, Garnerville, N.Y.
August 14, 2012

Board Members Present

Richard Freeman
Stephen Cobb
Patricia Soto
Sonia Burgos-Crannage

Absent

Gail Kaiser
Kathleen Vandervoort
Bernadette Koop

Staff

Claudia Depkin, Director
Ann E. Hanus, Principal Account Clerk
Cheryl Fellner, Clerk to the Board

I. **CALL TO ORDER**

Mr. Freeman called the meeting to order at 7:32 pm.

II. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

III. **RECEPTION OF VISITORS**

There were no visitors.

IV. **MINUTES**

Ms. Soto moved to accept the Minutes of the 7/10/12 Board Meeting. Ms. Burgos-Crannage seconded. Vote unanimous.

V. COMMUNICATIONS

There were no communications.

VI. FINANCIAL REPORTS

1. Ms. Soto moved to accept the corrected July 2012 Profit & Loss Budget vs. Actual Report. Mr. Cobb seconded. Vote unanimous.
2. Ms. Soto moved to accept the Profit & Loss Budget vs. Actual Report July 1 - August 14, 2012. Ms. Burgos-Crannage seconded. Vote unanimous.
3. Ms. Soto moved to accept the Check Warrant July 11, 2012 through August 8, 2012, in the amount of \$78,193.90. Mr. Cobb seconded. Vote unanimous.
4. Ms. Soto moved to accept the Check Warrant August 9, 2012 through August 14, 2012, in the amount of \$57,210.84. Ms. Burgos-Crannage seconded. Vote unanimous.
5. Diana Firestone's last day is September 15 but the PCC classes will be held through the end of the year.
Ms. Soto moved to accept the BTOP Profit & Loss Budget vs. Actual Report July 1, 2010 through August 14, 2012. Mr. Cobb seconded Vote unanimous.
6. Ms. Soto moved to accept the BTOP Check Warrant July 11, 2012 through August 14, 2012, in the amount of \$4,288.42. Ms. Burgos-Crannage seconded. Vote unanimous.
7. Ms. Soto moved to accept the Resolution as follows:
 1. To approve the attached list of transfers made from TD Bank Sweep Account from July 10, 2012 to August 14, 2012, as per audit. Mr. Cobb seconded. Vote unanimous.

VII. DIRECTOR'S REPORT

1. Vivien Maisey has retired, her last day was today. Charlotte Von Hein will assume the responsibility of coordinating the Village Branch. The Personnel Committee will discuss increasing Charlotte's salary to compensate for her additional responsibilities. We will talk with our accountant as to whether we need a separate budget line for the increase.
2. Vivien Maisey is a Librarian II, we would like to fill her vacated position with a Librarian I.
3. Pedro Peralta is leaving August 20. We've interviewed 13 candidates for the Security Asst. position.
4. The proposed 2013-2017 ANSER agreement needs Board approval. It was passed out to the Trustees for review, and will be discussed at the September Board Meeting.
5. Ms. Burgos-Crannage moved to accept the Director's Report. Ms. Soto seconded. Vote unanimous.

VII. COMMITTEE REPORTS

Personnel

The Personnel Committee will meet at 7 pm September 11 prior to the Board Meeting. Matters up for discussion include the establishment of a Librarian I position, abolishing a Librarian II position, hiring a Security Asst., and increasing Charlotte Von Hein's salary to reflect her additional responsibilities as coordinator of the Village Branch.

Policy Review

The Committee met tonight at 7 pm and will next meet on October 9, 2012, 7 pm, prior to the

Board meeting.

Building & Grounds

Nothing to report.

Budget

Nothing to report.

IX. OLD BUSINESS

We are waiting for the Town of Haverstraw to obtain a stand for the Civil War flag.

X. NEW BUSINESS

We have a proposal for solar panels from Real Good Solar. The Village Branch's roof is not strong enough to support the panels; the roof would have to be replaced. The Main Library is an ideal candidate. The estimated cost for a 50 kilowatt system, the highest supported by the NYSEKDA grant, is \$234,595. With \$58,000 (approximate) from the NYS Library Construction Grant, and \$75,000 (approximate) from NYSEKDA, we could see a savings of approximately \$11,000 per year. The panels have a 25 year lifespan. The construction grant application is due at RCLS August 24.

Ms. Burgos-Crannage moved to approve the library construction grant application for the installation of a photovoltaic power system. Mr. Cobb seconded. Vote unanimous.

Ms. Soto moved to approve the NYSEKDA grant application for the installation of a photovoltaic power system. Ms. Burgos-Crannage seconded. Vote unanimous.

The RCLS Board took tours of 3 libraries that received BTOP grants. All programs are successful. After Diana Firestone leaves, our classes will continue. A librarian will plan and coordinate the calendar; other organizations will run the programs. We are continuing our relationship with BOCES, but Literacy Volunteers will run most of the programs as they charge less.

The RCLS Annual Meeting and Legislative Breakfast is September 14. There is one Rockland County seat open on the RCLS Board. The term is 5 years.

XI. ADJOURNMENT

Ms. Burgos-Crannage moved to adjourn the meeting at 8:25 pm. Mr. Cobb seconded. Vote unanimous.

Next regular scheduled meeting Tuesday, September 11, 7:30 p.m. at Rosman.

Submitted by: Cheryl L. Fellner